

24 FEB 1956

MEMORANDUM FOR: Deputy Assistant Director for Central Reference, Chairman,
Ad Hoc Committee on Foreign Institute Files

SUBJECT : Survey of Foreign Institute Files

1. PROBLEM:

To determine the content and usefulness to the intelligence community of the files on foreign institutes* maintained in certain DD/I offices.

2. FACTS BEARING ON THE PROBLEM:

- a. On 7 December 1955, an informal meeting of representatives of the Office of the DD/I, OCR, OSI, CO and Management Staff was held to consider the responsibilities of CIA components for the maintenance of institute files and the utilization of such files. Five offices were identified as maintaining files on foreign institutes and it was agreed that these files and any others found to bear upon the problem would be examined and a report prepared covering:
 - (1) The sources of information on foreign institutes and the service available from each source.
 - (2) Restrictions, if any, to obtaining information from these sources.
 - (3) Duplication existing, if any, and the need for such duplication.
 - (4) Gaps in available information.
 - (5) Suggested reorganization or change of responsibilities, if deemed advisable.
- b. Even among those present who were maintaining data on institutes, little was known about the data maintained by others.
- c. The files of the following offices were examined; details of the findings are attached as annexes:

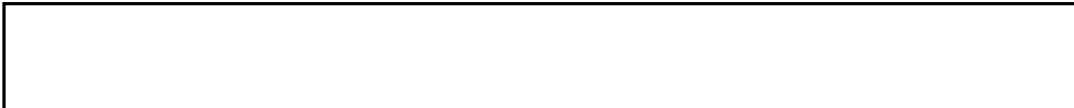
* Foreign institutes, in this report, refers to associations and organizations which are of interest to economic and scientific research areas in the Agency; this does not include international organizations.

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- (1) Annex A and B. Scientific and Technical Branch, FDD/00.
 - (2) Annex C. Fundamental Sciences Area, OSI.
 - (3) Annex D. Biological and Agricultural Branch, FSA, OSI.
 - (4) Annex E. Technical Support Section, Technical Services Branch, Electronics Division, OSI. (ED/OSI)
 - (5) Annex F. Chemistry Division, OSI.
 - (6) Annex G. Geography Division, Geographic Research, ORR.
 - (7) Annex H. Biographic Register, OCR.
 - (8) Annex I. Industrial Register, OCR. (IR/CR)
- d. Four of the offices limited their coverage to the USSR; four included all or part of the Sovbloc and only one, the Industrial Register, had world-wide coverage.
- e. Sources of information included bibliographic and biographic data, foreign language publications, data obtained through an external research project and the normal flow of intelligence documents.
- f. All files were maintained or cross-referenced alphabetically by name of institute; other filing and indexing techniques varied.
- g. FDD has identified the greatest number of institutes, totaling 7000-8000 and believes this includes all Russian institutes and approximately one-third of the University "chairs". The other offices have identified institutes only in the areas of their specialties.
- h. The files in each office were contained in from one to six safes with the exception of Industrial Register where an estimate could not be obtained because institute dossiers are interfiled with industrial dossiers.
- i. The following offices maintain files primarily for use of their own analysts: Biological and Agricultural Branch, FSA, OSI; Technical Support Section, Technical Services Branch, Electronics Division, OSI; Chemistry Branch, FSA, OSI; and Geography Division, Geographic Research, ORR. All of these offices will supply data to the intelligence community upon request. FSA/OSI has developed a file, no longer kept current, which is used for preparation of publications on Soviet fundamental research. Files are maintained as a central reference service to the intelligence community by: USSR Branch, FDD, 00; Industrial Register, OCR; and Biographic Register, OCR.

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- j. As shown in the annexes, users are not referred to other files as often as they could be.
- k. Duplication is virtually non-existent except in the material maintained by the Electronics Division, OSI (Annex E) and the Industrial Register, OCR (Annex I).
 - (1) Both offices are receiving, indexing and filing the normal flow of intelligence documents relating to electronics. Both maintain these data by institute.
 - (2) The ED file contains some regular intelligence documents which are not in IR because the ED files personnel retain and file some documents which are scheduled for subsequent routing to IR. Only recently has IR arranged with Liaison Division, OCR to receive copies of such documents.



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- (4) Certain data received by OSI personnel via non-official channels are in the ED files and are not in the IR files.

3. DISCUSSION:

If the ED/OSI file were eliminated and the material were transferred to IR/OCR, the effects would be as follows:

- a. OSI analysts would have one source to consult instead of two for data concerning institutes in the field of electronics.
- b. All such data would be under uniform indexing controls. This would facilitate expansion of research to other countries.
- c. OSI would no longer have the services of two analysts specializing in electronics intelligence reference materials, primarily concerning the Soviet Bloc.
- d. The Industrial Register would probably not receive certain documents obtained by OSI personnel via non-official channels; it is assumed the documents would be retained by individual OSI analysts if they no longer had a special "electronics" filing group in the same building in which they worked.
- e. OSI analysts would probably request less reference service than they do now because the Industrial Register is located at 350 26th St., N.W. and the Electronics Division is located in Barton Hall.

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not in the file

4. CONCLUSIONS:

- a. All foreign institute files examined are of current and potential future use to the intelligence community.
- b. The files and the assistance of those in charge are available to members of the intelligence community upon request and proper authorization. This fact and information on what data are available in each file are not well known.
- c. There is substantial duplication in the files and indexing methods of Electronics Division, OSI and Industrial Register, OCR. But they should not be combined at this time because of the satisfactory service which OSI receives from the ED file and the proximity of this file to OSI.
- d. OSI analysts and the ED files personnel are not sufficiently informed of the data available in IR/OCR which are not to be found in the ED files.

5. ACTIONS RECOMMENDED:

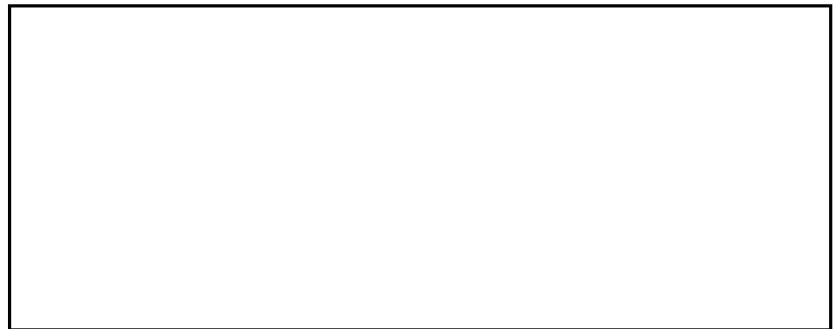
It is recommended that:

- a. The institute files surveyed be left intact.
- b. Interested elements of the intelligence community be informed of the contents of these files.
- c. When OSI analysts and the Industrial Register are moved closer together (as will be accomplished in the new Agency building) the duplication of the Ed and the IR files be reexamined. Proximity will no longer be a consideration which gives increased weight to the arguments for one set of files and one method of indexing. At that time the argument for specialization would be the key factor and should be more thoroughly analyzed.
- d. OSI analysts be informed and the personnel in charge of the Electronics Division institute file be shown by a special briefing that there are pertinent data available in the Industrial Register which are not duplicated in the ED file.

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ANNEXES:

See list of annexes in
item 2c (page 2).



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